

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 9/6/2019

Pay period end date: 9/20/2019

Employee: \_\_\_\_\_

Any extra hours will be  
paid on the  
Oct 4, 2019 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	9/6/2019					
Saturday	9/7/2019					
Sunday	9/8/2019					
Monday	9/9/2019					
Tuesday	9/10/2019					
Wednesday	9/11/2019					
Thursday	9/12/2019					
Friday	9/13/2019					
Saturday	9/14/2019					
Sunday	9/15/2019					
Monday	9/16/2019					
Tuesday	9/17/2019					
Wednesday	9/18/2019					
Thursday	9/19/2019					
Friday	9/20/2019					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor signature

\_\_\_\_\_  
Date